'62-'63

OFFICIAL HANDBOOK FOR STUDENTS OF THE JUNIOR COLLEGE OF BROWARD COUNTY

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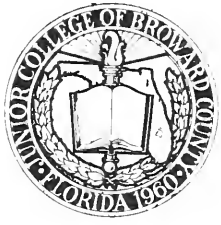

OFFICIAL HANDBOOK
FOR STUDENTS OF THE
JUNIOR COLLEGE
OF BROWARD COUNTY

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WELCOME TO JUNIOR COLLEGE

On behalf of the faculty and staff of the Junior College I extend a most cordial welcome. We are delighted to have you join us.

Here you will not find the traditional ivy covered walls and in some respects our facilities may be limited. We have, however, attempted to secure for you the finest faculty available.

A college education is more than the accumulation of credit. It is far more than a series of social activities. It consists of a balance of educational and social experiences which should result in what we visualize to be the educated man or woman.

If you are sincerely interested in securing a college education, we in the Junior College of Broward County will do everything possible to assist you.

We hope your stay with us will be a pleasant one and that you will be happy you decided to attend this institution.

Sincerely yours,

JOE B. RUSHING, *President*

COLLEGE ADMINISTRATION

Joe B. Rushing.....President
B.A., Howard Payne College
M.A., East Texas State College
Ph.D., University of Texas

E. P. Lauderdale.....Dean of Instruction
B.A.E., M.E., Ed.D.,
University of Mississippi

James J. Gardener.....Dean, Branch Campus
B.S., M.S., Florida A&M

Charles H. Miley.....Dean of Student Personnel Services
B.A., M.A., Baylor University

Nan S. Hutchison.....Director of Student Activities
A.B., M.A., and Dean of Women
Marshall University

Harvey B. Oates.....Director of Administrative Services
A.B., B.S., West Virginia Institute of Technology
M.A., University of Kentucky
Ed.D., West Virginia University

Lester B. Trussler.....Director of Admissions
A.B., West Virginia Wesleyan
M.A., West Virginia University

Robert N. Melott.....Asst. Director of Admissions
B.S., Bethany College
M.A. Marshall University

Grady Drake.....Director of Library Services
B.S., University of Florida
B.S. in L.S., Columbia University

Jimmie Carter Styles.....Director of Data Processing
B.S., Georgia Teachers College
M.A., George Peabody

Rex C. Kidd.....Director of Community Services
B.S., East Tennessee State College
M.E., Duke University
Ed.D., University of Florida

Donald P. LaRowe.....Asst. Dir. of Community Services
B.S., Butler University
M.B.A., Indiana University

SPECIAL SERVICES

Irving Eisen.....Director of Counseling and
B.A., B.S., Ohio State University Advisement
M.Ed., D.Ed, Rutgers University Services

George Folsom McCall, Jr.....Counselor
B.S., Livingston State College
M.E., University of Florida

Carol C. Mott.....Counselor
B.S., Appalachian State Teachers College
M.A., Florida State University
Ph.D., Florida State University

Margaret F. Porter.....Reading Specialist
A.B., Stetson University
M.E., University of Virginia

THE FACULTY

Allison, Herbert W. ..... Science
B.S., M.Ed., Teachers College, Shippensburg, Pa.;
M.A., Teachers College, Columbia University.

Bauer, Arnold ..... Music
B.A., University of Pittsburgh; M.M., Syracuse University;
D.Ed., Pennsylvania State University

Bishop, Dan H. ..... Science
B.S., M.A., Ball State Teachers College

Bockstege, Ben P., Jr. ..... Mathematics
B.S., University of Indiana
M.S., Northern Illinois University

Boggs, Diane C. (Miss) ..... French
B.A., Rollins College
M.A.T., Duke University

Bolton, Julian ..... Economics
B.S., University of South Carolina
M.B.A., M.A., Emory University

Briegel, Ann C. (Mrs.) ..... English
B.A., Ohio Wesleyan University; M.A., Ohio State University

Brown, Ernest Leonard ..... Social Science
A.B., M.A., Colorado State College

Brow Stewart ..... Social Studies
B.A.E., M.Ed., University of Florida

Brumle , Rex ..... Physical Education
B.S., Sam Houston State Teachers College
M ., George Peabody

Bryant, Mary Virginia ..... Librarian, Branch Campus
B.S., Florida A&M

Bunch, ohn M. ..... Social Studies
B.A.E., M.Ed., University of Florida

Burdick, Marina (Mrs.) ..... Spanish
B.A., Brooklyn College; M.A., Columbia University

Burns, Lona (Miss) ..... English
A.B., Womans College, Hattiesburg, Mississippi
M.A., University of Alabama

Cassell, Robert C. ..... Biology
B.S., Iowa State University; M.S., University of Idaho;
Ph.D., University of Minnesota

Clark, Ralph ..... Social Studies
A.B., Princeton; M.A., University of Virginia

Crews, Harry E. ..... English
B.A., M Ed., University of Florida

Crispo, Neil S. ..... Social Studies
B.S., M.S., Florida State University

Dickerson, Lee Farthing (Mrs.) ..... English
B.S., Appalachian State Teachers College; M.A., Duke University

Dinnen, Catherine Marie (Miss) ..... History
B.A., St. Mary's College, South Bend, Indiana;
M.A., University of Southern California

Donaldson, Walter Daniel ..... Social Studies, Branch Campus
B.S., Tennessee University; M.A., New York University

Foss, Arthur H. ..... Mathematics
A.B., A.M., Boston University

Gavigan, Elaine ..... Physical Education
B.S., Florida State University; M.A., Ohio State University

Glaze, Lucile (Mrs.) ..... English
B.S., Birmingham Southern; M.A., George Peabody

Graziano, Henry Paul ..... Science
B.S., Boston University; M.Ed., University of Florida

Guinn, V. O. ..... Science
B.S., M.S., Mississippi State College

Haire, Ronald ..... Chemistry
B.S., Valdosta State College; M.S., Florida State University

Hamlett, Mayme L. (Miss) ..... English
B.A., B.S., A.M, University of Missouri

Handleman, Chester ..... Social Studies
A.B., Clark University; Ed.M., Massachusetts State College at Fitchburg; M.A., Clark University

Hannan, Adelaide ..... Social Studies
BA., Mt. St. Vincent; M.A., Fordham

Hays, John P. ..... Social Studies
A.B., University of Georgia; M.A., Emory University
M.Ed., Temple University

Henderson, Ferne M. (Miss) ..... English
B.A., Baylor University; M.A., University of Texas

Hill, Richard D. ..... emistry
B.S., Florida State University
M.E., University of Florida

Holmberg, Minerva (Mrs.) ..... Biology
A.B., A.M., Boston University

Holmes, Lucile (Miss) ..... Biology
B.S., Eastern Michigan University; M.S., University of North Carolina

Horton, Doris (Miss) ..... Business Admini ration
B.S., M.S., Kansas State College

Kempton, Willard R. ..... French
A.B., Dartmouth; M.A., Columbia University

Kern, William George ..... Art
B.F.A., Nebraska State Teachers College;
M.A., Ball State Teachers College

Kilmer, Louis J. ..... Sociology
B.S., M.A., University of Rochester

Kyle, Patricia ..... English and Journalism
B.A., M.A., University of Indiana

Lotz, John F. ..... Business Administration
B.S., Temple University; M.A. New York University;
Ed.D., Temple University

Martin, Joel M. ..... Biology
B.S., M.A.E., University of Florida

Mauk, Gertrude (Mrs.) ..... Education
B.A., Morehead State College; M.Ed., Ed.D., Wayne University

McMillion, Betty (Miss) ..... Music
A.B., Morris Harvey College; M.A., Marshall University

McGill, Cassandra (Mrs.) ..... Physical Education
B.A., M.Ed., University of South Carolina

Morris, Clinton E. ..... Physical Education
B.S., Alabama Teachers College; M.A., George Peabody

Mullikin, Mildred (Miss) ..... Speech
B.A., Lander College; M.A., University of Alabama

Neely, Dennis W. ..... Business Administration
A.B., College of Commerce, Bowling Green, Kentucky;
M.Ed., Rutgers University

O'Connor, Gertrude (Mrs.) ..... Spanish
Ph.B., Stetson University
M.A., Middlebury College, School of Spanish

O'Neal, Robert D. ..... Spanish
A.B., Florida State University
M.A., University of Mexico

Pardee, Mary (Miss) ..... Library
A.B., Stetson University; B.S. in L.S., Emory University

Paul, Mary (Mrs.) ..... Business Administration
B.S., Central State College of Oklahoma;
M.S., Oklahoma State University

Pedigo, Frances (Miss) ..... English
A.B., Florida State College for Women
M.A., Ph. D., University of North Carolina

Rizor, Lawrence, Jr. ..... Science and Mathematics
B.S., M.S., Tennessee State University Branch Campus

Schaleman, Harry J., Jr. ..... Social Science
B.S., Miami University
M.A., University of Cincinnati

Shaw, David Allen ..... English
B.A., M. Ed., University of Florida

Smith, Natalie Gunkel ..... French and German
B.S., New York University; M.A., Ph.D., New York University

Taylor, E. O. ..... Mathematics
B.S. West Point; M.S., Purdue University

Theriault, Harold John ..... Social Studies
B.S., Mass. Maritime Academy; M.S., Florida State University

Van Meeveren, Arthur ..... English
B.A., Central College
M.A., University of Iowa

Waggoner, Brooks ..... Social Studies
A.B., University of Arkansas; B.S., M.S., Ph.D., Duke University

Warwick, Lewis Allen ..... Mathematics
A.B., Ashbury College
M.A., University of Michigan

Watts, Leon ..... Physical Education
B.S., Florida A&M University; M.A., University of Michigan

Wells, John Dawson ..... Philosophy and Religion
A.B., M.A., Florida State University

Wilkins, Heanon M. ..... Spanish, Branch Campus
B.A., Howard University
M.A., University of Wisconsin

Williams, Joann (Miss) ..... Psychology
B.S., Florence State College; M.A., University of Florida

Wright, Herbert ..... Physical Education
B.S., High Point College; M.E., University of North Carolina

Yost, John ..... Mathematics
A.B., Princeton; M.S., Florida Southern College

HELLO !

On behalf of the Student Government Association of the Junior College, I would like to extend to you a most cordial welcome to our college.

Over the past two years many of our students have been able to place their foot prints on the pages of our college's infant history. These people took advantage of the many opportunities offered them here; those things not only concerned with the educational aspect of college life, but those also of service to their fellow students, their professors, and members of our community, as well as the many varied social events available. A sensible balance of these should be the goal of every student.

The Student Government Association's sole purpose for existence is in service to you, the student. We use a considerable amount of the activity fee money that you pay when you register and try to plan for you what we feel will be activities that you will find both interesting and enjoyable. I urge you to take advantage of what we hope will be the best that your money can buy.

We have on our campus numerous interest, professional, honorary, service, and religious clubs, with active programs to help provide a suitable balance for the scholastic air of the college. Each activity will give you an opportunity to make new friends, whether it be intramural activities, clubs, or working on a publication.

A college is only as good as its students make it; only as successful as its students want it to be. Remember this as the year progresses. Each one of you has an opportunity to make a useful contribution to the Junior College.

I wish you all best wishes for a successful and interesting year at the Junior College of Broward County.

Sincerely yours,
Norbert Orrin Martin, President
Student Government Association

COLLEGE CALENDAR 1962 - 1963

FIRST SEMESTER — 1962-1963

August 27-31	Orientation, Advisement and Registration
August 29	Faculty-Student Reception, Beach Club Hotel, 8:00-9:30 P.M.
September 3	Labor Day Holiday
September 4	Classes begin at 8:00 A.M.
September 7	"Rat" Dance, Plantation Country Club, 8:30-11:30 P.M.
September 14	Last day for Course Change, Registration, and Refund
September 19	Assembly at 10:00 A.M. in College Auditorium
October 31	American Folk Trio, Stranahan Auditorium, 8:00 P.M.
November 1, 2, 3	Student Government Convention, Palm Beach Junior College

November 21 ..... Thanksgiving Assembly in College Auditorium, 10:00 A.M.
November 21 ..... Thanksgiving Holidays begin at 5:00 P.M.
November 26 ..... Classes resume at 8:00 A.M. after Thanksgiving Holidays
December 7 ..... Basketball Game, 8:00 P.M. in Stranahan Gym
December 8 ..... Jaybee Sweetheart Dance
December 15 ..... Basketball Game, 8:00 P.M. in Stranahan Gym
December 18 ..... Basketball Game, 8:00 P.M. in Stranahan Gym
December 19 ..... Christmas Assembly College Auditorium at 10:00 A.M.
December 20 ..... College Singers' Christmas Program, War Memorial Auditorium, 10:00 A.M.
December 21 ..... Christmas Holidays begin, 5:00 P.M.
January 2 ..... Classes resume after Christmas Holidays, 8:00 A.M.
January 5 ..... Basketball Game, 8:00 P.M. in Stranahan Gym
January 14-18 ..... First Semester Final Exams
January 18 ..... First Semester Ends
January 19 ..... Basketball Game, 8:00 P.M. Brevard Junior College in Stranahan Gym

SECOND SEMESTER

January 21-22 ..... Faculty Work Conference
January 23-24 ..... Orientation, Advisement, and Registration
January 23 ..... Basketball Game, 8:00 P.M. with St. Petersburg Jr. College, Stranahan Gym
January 25 ..... Classes begin, 8:00 A.M.
February 2 ..... Basketball Game, 8:00 P.M., Manatee Junior College, Stranahan Gym
February 6 ..... Last day for Course Change, Registration, and Refund
February 6 ..... Basketball Game, 8:00 P.M., Dade Junior College, Stranahan Gym
February 19 ..... National Players presents "Othello," Stranahan Auditorium, 8:00 P.M.
March 8 ..... Intramural Night at Morgan's Ranch
March 29 ..... Myra Kinch Dance Revue, Ft. Lauderdale H.S. Auditorium, 8:00 P.M.
April 5 ..... Easter Holidays begin at 5:00 P.M.
April 15 ..... Classes resume after Easter Holidays, 8:00 A.M.
April 26 ..... College Capers
May 18 ..... Prom
May 24 ..... Recognition Night
May 26 ..... Reception for Graduates
May 30 ..... Memorial Day Holiday
June 3-7 ..... Final Examinations
June 7 ..... Second Semester Ends
June 9 ..... Commencement Exercises, War Memorial Auditorium
June 10-13 ..... Post School Conference

FIRST SOME INTRODUCTORY MATTERS

Why Pay the Price of a College Education?

A college education represents one of the most enduring and expensive investments an individual will make during his lifetime. No one would be naive enough to suggest that a college education insures successful living, but there is considerable evidence that men and women who have paid the price of a college education have not regretted their decision. In one recent study 98% of the people who had attended, but not necessarily graduated from college, indicated that they had profited greatly from the experience. It may be well for the man or woman considering a college education to consider what it will cost them in terms of time, effort, and expense and weigh the relative advantages and disadvantages as they determine whether or not a college education should figure prominently in their future planning.

Someone has said that a well-rounded college education can make a positive contribution to three aspects of your future life. It can make a contribution to the kind of person you want to *be*. As our world has become more complex and more interrelated, it is becoming more and more important that we understand ourselves, other people, and the various forces which contribute to the ongoing of our universe and our way of life. A liberal college education can help you at this point.

Similarly a college education can make an enduring contribution to what you want to *do* for the remainder of your working life. Most of us will have to work for the better portion of our life. Many of us will be physically able to work longer than did our forefathers. It is important that we make a wise vocational choice. It is important that we have the best possible preparation for the vocation we choose.

Finally, a college education can make an effective contribution to making the world of the future the kind of a world and the kind of a future we want it to be. Though it is clear that Education in and of itself cannot resolve mankind's total problems there is much historical evidence that many of man's continuing problems are directly or indirectly related to a lack of an adequate education. More and more our nation is realizing that if we are to continue enjoying the benefits and blessings of our American way of life we as a nation must give keen attention to conserving the intellectual and vocational talent of our youth. It is conceivable that every young person has some moral obligation to ask himself or herself whether the level and type of education they are considering is the kind which will best equip them to make their unique contribution to the world of the future.

We urge you to consider in advance what a college education will cost you. We urge you to consider how a college education can benefit you. We trust that we can structure for you an environment in which liberal learning will become a pleasant, satisfying life-long experience. To that end and for that purpose we have prepared this Handbook to acquaint you with some facets of our College life and program.

Charles Harvey Miley
Dean of Student Personnel Services

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GENERAL INFORMATION

History

The Junior College of Broward County was authorized by the 1957 State Legislature. The Advisory Committee was appointed on October 21, 1959; on the same date the Board of Public Instruction passed a resolution establishing the Junior College. The first President, Dr. Joe B. Rushing, was employed March 17, 1960, and assumed his duties on April 7, 1960.

The first session began on August 30, 1960, when 438 full-time students and 249 part-time students enrolled. Classes were held in the buildings of the former Naval Air Station on the grounds of the Broward County International Airport, Fort Lauderdale, Florida.

Physical Plant

The facilities on the site of the fomer Naval Air Station are being used until new buildings can be constructed, Adequate laboratories and machines have been installed for course work requiring such equipment.

Purposes

The Junior College of Broward County has as its main purposes:

1. To provide programs which parallel the first two years of degree programs in four-year colleges and universities.
2. To provide educational programs for students who do not plan to complete a four-year degree program but who can profit from the pursuit of a two-year program of general education, semi-professional education and specialized education beyond the high school level.
3. To provide a program for students which will enrich their cultural lives and improve their personal efficiency.
4. To serve all segments of the population by becoming an educational and cultural center for Broward County and South Florida.

Official Standing

The college is accredited by the State Department of Education and approved for Veteran's training. It is authorized to enroll students who hold the Florida General Scholarship for the preparation of teachers.

STUDENT ACTIVITIES

A varied program of scholastic, professional, service, interest, and religious clubs has been developed in response to interests and leadership of the student body. Supervision of club activities is through the Director of Student Activities. All campus organizations must operate with the approval of the College Administration and faculty.

ACTIVITY HOUR

In order to allow for convocations, club meetings, organizations, and activities to meet without conflicting with class schedule, 10:00 a.m. each Wednesday and Friday is reserved for this purpose. No regularly scheduled classes meet during these times. Meetings are as follows:

First Wednesday of month—Service Club Alliance.
Third Wednesday of month—Assemblies.
Second and Fourth Wednesdays of month—
Student Government.
First and Third Fridays—Interest Club Meetings.
Second and Fourth Fridays—Service Club Meetings.
Second and Fourth Fridays—Student Activities
Board Meeting.

Student Government. The students of the Junior College of Broward County, in order to facilitate a fruitful and effective self-government and to create an active interest in the self-government for the purpose of promoting and maintaining the general welfare of the student body, organized and established this year the Student Government Association.

The powers are granted by the faculty and administration of the Junior College of Broward County.

Honor Societies. Phi Theta Kappa will be organized in the fall of 1961-62 as a recognized honorary scholarship society whose object will be to promote scholarship.

Intramural Program. The purpose of the Intramural Sport program at the Junior College is to provide an opportunity for the students to participate in the individual, dual, and team sports of their choice. It is the desire of the Intramural Committee to select activities which will provide enjoyment and physical recreation during the student's college career, contribute to the student's physical well being, improve recreational skills for leisure time use in adult life, and aid in the development of sound emotional and social qualities. Participation is entirely voluntary and all students are invited to take part. Among the activities included in the program are:

For Men: Basketball, Tag football, Table tennis, Tennis, Softball, Volleyball, Handball.

For Women: Badminton, Table Tennis, Tennis, Volleyball, Recreational games.

BASKETBALL

Inter-collegiate basketball competition will begin this year 1962-63. The team will play home games at Stran-

ahan High School Gymnasium, 8:00 P.M. on scheduled nights.

J.C.B.C. is a member of the Florida Junior College Athletic Association, and the team plays other junior colleges in Florida, and also schedules contests with other colleges

Athletic scholarships are available for a limited number of outstanding players.
the fall of 1962-63 as a recognized honorary scholarship

INTEREST CLUBS:

College Singers. This group is open to any student who enjoys singing. Programs are presented for various clubs in the community and at the college.

French Club. The club is open to students taking French. The purpose of the club is to promote interest in spoken French and in French culture.

Spartans. The club is open to Physical Education majors and works to promote further interest in the program of health, and safety education, physical education, recreation, and athletics.

Venetian Players. Students interested in and desiring to participate in, direct, or help in the production of plays form this dramatic group.

PROFESSIONAL ORGANIZATIONS.

National Student Education Association. This club is for all students who are planning to make teaching their life profession, and for those who are interested in the teaching profession.

RELIGIOUS ORGANIZATIONS

Baptist Student Union. The B.S.U. is a youth organization for Baptists in higher institutions of learning. It seeks to promote spiritual development of students through Christian comradship, Bible study, and church membership.

Methodist Student Fellowship. The Methodist Student Fellowship is an organization for Methodist Students to aid them in growing religiously as they are growing intellectually on the college campus. The group holds regular meetings to provide religious programs and plan activities of Christian service and fellowship.

NEWMAN CLUB

The Newman Club is a Catholic Club, that shall foster the spiritual, intellectual and social interests of the Catholic students of the Junior College of Broward County.

RELIGIOUS EMPHASIS WEEK

One week is set aside for "Religious Emphasis Week." Religious leaders of various denominations are invited to speak and to meet with students. All students are urged to participate in the activities of this week. It is sponsored by the Inter-Faith Council.

SERVICE ORGANIZATIONS.

Circle K. The Circle K is an organization for men who are interested in the betterment of educational and community life. In addition, the club sponsors social and recreational activities for the college. Circle K is sponsored by the Beach Kiwanis Club of Fort Lauderdale. Its motto is "We Build." One service project is the second-hand bookstore.

CIRCLETTES

A service club for women who are interested in serving the college and community. Their goal is to promote good leadership, scholarship, and friendship.

College Civitan. A service organization for men of high standards and the desire to work for service projects that will develop a better college community, and challenge them with a broader fellowship. Selling of college decals is one project of this club.

Collegiate Civinettes. A service club for women that endeavors to carry out campus and community projects.

Jaybees. The Jaybees is a men's service organization that strives to build better men through a collegiate atmosphere. It is sponsored by the Junior Chamber of Commerce.

Service Club Alliance. This organization is made up of the service clubs of the Junior College of Broward County, and it seeks to unify high standards and rules, and to promote in the best way ideal service for college and community.

"RAT" ACTIVITIES

All entering Freshman are classified as "Rats."

Among the new things—such as friends, knowledge and experience—which you will acquire will be some particularly hallowed object, your "Rat Cap."

As part of your Freshman initiation into the rites of college, you will be expected to wear your Rat Cap on campus at all times. However, men remove their Rat Caps in classes.

Rat Court is also held the last day of Rat Week wherein the lowly Freshman are judged by the extent of their participation. The climax of Rat Day is an evening dance. At this time a Rat King and Queen reign over the assemblage.

RECOGNITION NIGHT

Each year in the Spring at Recognition Night the college honors those students who are outstanding in ability in three areas: scholarship, leadership, and service. Those students who are so honored are given their awards at this Convocation and sign the Honor Book. Recognition Night is our proudest tradition, and every student should strive for recognition.

STUDENT SOCIAL ACTIVITIES CALENDAR.

The Director of Student Activities' office maintains a student social activities calendar.

GENERAL INFORMATION — ACADEMIC

Academic Honors. The college recognizes scholastic achievement by publishing two lists: The Dean's List and the President's List. The former includes the names of students carrying 15 or more semester hours (exclusive of activity courses in Physical Education) who have a grade point average of 3.0. The President's List includes students carrying 15 or more semester hours (exclusive of activity courses in Physical Education) who have a grade point average of 4.0. These lists are prepared at the end of the mid-semester grading period and at the end of the semester.

Advisory Grades are submitted to the Registrar's Office at the end of the first nine weeks of the semester. Shortly thereafter these grades are available to the student through their faculty adviser. Grade reports are mailed to the parent or guardian if student is under 21 years of age and unmarried.

Classification. A student who has earned 28 semester hours of credit is classified as a sophomore student.

A student is a full-time student if he carries not less than 12 semester hours (exclusive of activity courses in Physical Education) in a given semester.

Course Load. Students who are employed or who have other time-consuming obligations are urged to consider a reduction in their course load. Generally speaking, a student who has obligations requiring twenty (20) or more hours per week exclusive of his college work should not enroll for more than eight (8) or nine (9) hours of college work. Though this procedure will require more time to complete a degree program, it almost invariably works to the student's long-range advantage and satisfaction.

Course Numbering. Courses numbered 100-199 are intended primarily for Freshmen. Courses numbered 200-299 are intended primarily for Sophomores. Some flexibility in either direction is permissible.

Evening Division. The evening division of the Junior College is an integral part of the college program. It differs from the regular college program only in terms of time of scheduling classes. Every effort is made to make counseling services, recreational facilities, library, and all other facilities which are available for daytime students available for students enrolling for evening classes. Also, students enrolled for evening classes are subject to the same rules and regulations as daytime students.

It is planned to offer a program in the evening which will make it possible for students to meet all of the requirements for either the Associate of Arts or Associate of Science Degrees. However, students may enroll for evening classes who are not planning to work toward a degree.

Grade Point Average. Grade points are earned and recorded on the following basis:

Grade	Grade Points Per Semester Hour Credit
A	4
B	3
C	2
D	1
F	0

Grade points for credits transferred from other institutions are granted on the basis of the average made by the student on his first semester's work completed at the Junior College of Broward County. Generally speaking, senior colleges or universities will not accept courses for transfer purposes which are not of a "C" level or better.

Students who do not maintain a satisfactory grade point average will be placed on scholastic probation and/or scholastic suspension. (See Page 8.)

Grading System. Final grades for each semester are recorded and preserved. Grade reports are submitted to students and to their parent or guardian at mid-semester and at the close of the semester. Grades are indicated as follows:

A—Excellent.
B—Good.
C—Average.
D—Passing.
F—Failing.
I—Incomplete.
W—Official withdrawal, no penalty, no credit.
WP—Official withdrawal while passing, no credit.
WF—Official withdrawal, while failing, no credit.
NC—No credit.
X—Suspended due to excessive absence.

Incomplete Grades. If there is a legitimate reason why a student cannot complete a course within the semester in which he first enrolled in a course for credit he will be assigned a grade of "I" or "Incomplete." This course must be completed within one calendar year of the semester in which the student originally enrolled in the course, or a grade of "F" will be entered on the students permanent record.

Make-Up Examinations generally work to the detriment of the student. Only under certain well-defined circumstances will it be possible for a student to make up a scheduled examination.

Probation. Probationary status may be assigned for academic or disciplinary reasons. Academic probation is the result of unsatisfactory scholarship. It is not a penalty but a warning and an opportunity to improve. It involves: a compulsory reduction of academic load; interviews with the Dean of Student Personnel Services for diagnosis of learning difficulties and attempted remedia-

tion of same; and, a required restriction of extracurricular activities. A first year student must pass at least six hours each semester or be placed on academic probation the following semester. A second year student must pass at least ten hours and earn twenty grade points each semester or be placed on academic probation the following semester.

Disciplinary probation is a middle status between good standing and suspension or dismissal. The student remains enrolled but under stated conditions dictated by college policies. Disciplinary probation covers a stated trial period during which it is determined whether the student is returned to good standing as a result of having met the stated requirements or is to be dismissed or suspended at the end of the period for failure to meet the stated requirements.

Schedule Changes. Each student plans his class schedule with a faculty adviser. Students are not permitted to make schedule changes unless there are valid reasons for change. Requests for schedule changes must be initiated with the Registrar's Office before certain stated dates established by the administration. A charge of $1.00 is made for each schedule change except when the change is made for the convenience of the college.

Suspension or Dismissal. Either status may be assigned a student for academic or disciplinary reasons. Both terms imply involuntary separation of the student from the college. Suspension implies and states a time limit when return to the institution is possible. Dismissal, on the other hand, represents a permanent severence of the relationship between the college and the student.

SCHOLASTIC STANDARDS.

Any full-time student who fails to maintain a grade point average above 1.00 at the end of the first semester of attendance will be placed on "Academic Probation." Failure to improve the grade point average during the second semester of full-time attendance will result in Academic Suspension; achievement of a cumulative grade point average of 1.50 will remove Probation; otherwise, the student will be continued on Academic Probation. A full-time student who is continued on Academic Probation must remove this condition by earning a cumulative grade point average of 1.75; otherwise, Academic Suspension will result for one semester or longer.

After one semester of suspension has passed he may apply for re-admission, and may be permitted to re-enroll for one semester on probation. Failure to maintain a C (2.0) average during this semester will cause the student to be suspended from the College.

Part-time students will be subject to the same regulations at the ends of the semesters in which they complete 12, 24, and 36 semester hours, respectively.

Transfer of Credit. Generally speaking academic credit earned at the Junior College of Broward County or other

colleges or universities will be accepted for transfer to another institution of higher learning if: (1) The receiving institution offers the same or similar instruction; (2) The student has made a satisfactory grade in his course work; and, if (3) The student has been a good citizen. Problems in transferring credit from one institution to another frequently arise when a student makes a change in his vocational objective. This is particularly true when a student is making a transfer to or from an area which requires a definite sequence of courses. For this reason students are urged to consider their vocational choice and to avoid a premature or an inadequate choice. Faculty Advisers make every possible attempt to help the individual student work out a program of study which if successfully completed will be acceptable to a senior college or university.

The Junior College of Broward County will accept a limited number of transfer credits provided the college offers the same or similar instruction and the student makes a grade of "C" or better in the course(s) presented for transfer.

Withdrawal from College. Because of the significance of this decision each student contemplating withdrawal from college must schedule an interview with the Dean of Student Personnel Services or the Director of the Evening Division (for Evening Division students). The purpose of this interview is to help the student clarify the implications of his decision and to be certain that this course of action appears to be to the student's present and future best interests. In addition, unmarried students under the age of 21 must secure the signature of their parent or legal guardian on forms to be provided by the registrar's office before they can initiate action to withdraw from college. IF A STUDENT DOES NOT COMPLETE AN OFFICIAL WITHDRAWAL FROM COLLEGE HE WILL RECEIVE A GRADE OF "F" IN EACH COURSE FOR WHICH HE IS ENROLLED. THIS INEVITABLY WORKS A SERIOUS HARDSHIP ON THE INDIVIDUAL IF HE ATTEMPTS TO RE-ENTER COLLEGE AND MAY ADVERSELY EFFECT FUTURE EMPLOYMENT OPPORTUNITIES.

ATTENDANCE REGULATIONS.

Assembly and Convocations. All full-time students are expected to attend all assemblies and convocations. These occasions provide an opportunity to orient the student regarding campus activities and to enrich his general educational-cultural background.

CLASS ATTENDANCE

Regular and punctual attendance at all classes and laboratories is required. The college has no established "cut" system. Students are responsible for all assignments and instruction presented.

Each instructor keeps a careful record of class attendance and reports excessive absence to the Dean of

Students. Excessive absence is defined as one or more absence than the number of semester hours credit assigned to a given course. For example, four class absences would be considered excessive in a course which carries three semester hours credit. Excessive absence will result in the following entry upon the student's permanent record, "Suspended due to excessive absence."

Students who are absent on the school day preceding a holiday or on the first day of school following a holiday shall be charged with two class absences.

If a student feels there is a justifiable reason for his absence, he may immediately petition the Dean of Students for reinstatement. He must submit such documentary evidence as may be requested by the Dean of Students to verify the reason for his absence.

CAMPUS FACILITIES.

Administrative Offices are housed in Building A. Administrative office hours are from 8:30 a.m. until 4:30 p.m., Monday through Friday, during the regular school term. Whenever possible students are encouraged to schedule appointments when they wish to confer with the administrative staff. This enables the staff to accomplish more work in less time.

The College Book Store is located in the Student Center in Building B. Textbooks and school supplies are available through this source. In addition, the Circle K, a student service club, will operate the CIRCLE K BOOK STORE during the first three weeks of each semester as a service to students in disposing of second-hand textbooks. Location of the Circle K Bookstore will be announced. A small service fee is charged for handling books to cover expense of the project.

Bulletin Boards for student use are maintained in the student center. The *official college bulletin board* is located in the corridor directly to the west of Administration Building. Students are responsible for information posted on that board within seventy-two (72) hours after the posting date.

Calendar of Events. The official college calendar of events is maintained by the Dean of Instruction. The activity calendar is available in the Director of Student Activities office. All official activities must be submitted to that office two (2) weeks before the date scheduled for the event in order that it can be approved by the student government and the Student Activities Board.

Student Center. A Student Center is maintained for the convenience and comfort of the students. It includes a snack bar, a game area, and a lounge area.

Classroom and Laboratory Space is provided in Building B through J, inclusive.

Faculty Offices are located in Buildings B through G. Each professor posts information regarding location of his office and scheduled conference hours at the beginning of each semester. Whenever possible students are

encouraged to consult with professors during these stated hours. This enables the professor to have more time for non-instructional responsibilities.

Health Services. Medical or hospital facilities are not provided by the college. First-aid equipment is available in the Director of Student Activities office, the Physical Education offices, and the health room. In case of accident or illness, the parent(s) or legal guardian is notified immediately.

Library. Crucial to any educational endeavor is an adequate library. Library resources are not to be evaluated solely in terms of the number of books which appear on the shelves. The Junior College of Broward County has library resources which are adequate for their instructional program. It is fortunate to have a librarian who evidences a creative concept of library service. It is anticipated that over a period of time the college will have one of the finest small-college libraries in this region of the country.

Lost and Found. Items which are found on campus should be delivered to the business office. The owner may have same by providing proper identification. Articles not claimed within a reasonable period of time will be disposed of.

Mail. Students are not to cite the college as a mailing address except for correspondence directly related to college-sponsored student activities. The college assumes no responsibility for delivery or forwarding of mail directed to students.

The Student Insurance. The college has contracted with a private insurance agency to provide accident and health insurance for students. The entire expense of the insurance program is borne by the student. A representative of the insurance company will be available at time of registration to interpret the program and accept applications. Claims or requests for information regarding the insuance program should be directed to the company's local agent.

Telephone Service. Pay telephones are installed at strategic locations over the campus. Students are not permitted to use college telephones except in case of a serious emergency. The college will not accept telephone messages or requests to call students to the telephone except in cases of serious illness or death in the student's immediate family.

Use of College Buildings in the Evening must be cleared well in advance with the Director of Student Activities and the Director of Special Services.

Visitors to the campus are always welcomed provided they do not interfere with the instructional program and provided they abide by rules and regulations in effect for students.

COMMUNITY FACILITIES.

Churches. The college feels that spiritual and moral

influences have a significant contribution to make to wholesome, well-balanced living. Practically every major religious faith is represented in the Broward County area. Students are encouraged to align themselves with a religious group of their choice.

Housing. Housing facilities are not provided by the college. The college strongly discourages young people under the age of twenty-one (21) from moving into the community to attend college unless they can live with their parents or other relatives.

All unmarried students under 21 years of age must furnish the Dean of Student Personnel Services' office with a statement that their parent(s) or legal guardian(s) are aware of and approve of their housing arrangement. This statement must be submitted on a form provided by the Dean of Student Personnel Services' Office. A similar statement must be provided anytime the student changes residence address. Failure to do so may result in disciplinary action.

Recreation resources abound in the Broward County area. Students are reminded that a well-balanced program of recreation can make a genuine contribution to healthy, wholesome living.

Transportation to and from the campus is provided by Fort Lauderdale Transit Lines, Inc. the campus is readily accessible by automobile. Many students have formed "car pools' to facilitate transportation. Students can use one of the bulletin boards in the student center to let it be known whether they desire a ride or riders.

FINANCIAL POLICIES.

Students' financial obligations to the college are on a cash basis. All fees are to be paid at the time of enrollment.

NUMBERS AND CARDS.

IBM Number. Each student, upon entrance, is assigned an IBM number. This number will remain unchanged during his years at the college. It provides a positive means of identification. Students should memorize their IBM number as readily as possible.

I.D. Cards. Each student is issued an I.D. card at the beginning of each semester. Full-time students are issued a type of card which admits the student to certain college functions and entitles him to use of the library. Part-time students are issued another type of card for identification purposes only. If the I.D. card is lost it may be replaced by making application to the business office and paying a fee. Students must have this card to participate in any college election.

PUBLICATIONS.

Official College Publications include the College Catalog, the Examination Schedule, the Schedule of Classes, and the Student Handbook. These are issued periodically. The student is expected to familiarize himself with the

content of these publications and is held accountable for information contained therein.

Student Publications include a bi-weekly newspaper entitled *"The Venetian Crier"* and a yearbook entitled *"Silver Sands."* The cost of these publications is financed in part by an allocation from the student activity fee. The newspaper is available to full-time students free of charge. The yearbook is available to full-time students enrolled for both regular semesters free of charge. Part-time students or students enrolling the second semester may secure a yearbook for a nominal charge.

RESIDENCE ADDRESS, ADDRESS CHANGE, TELEPHONE NUMBER(S).

Students are expected to keep the registrar's office informed regarding their current residence address, mailing address, and telephone number(s). This information is necessary for official communication with the student and for use in the event of an emergency involving the student. Students cannot claim exemption from official information directed to their residence or mailing address if they have failed to keep the registrar's office informed of address changes.

STANDARDS OF CONDUCT.

Introduction. A college education is a privilege, not a right. College students are considered to have reached an age of responsible citizenship and are expected to conduct themselves appropriately both on and off campus.

Each student, by the act of registering for scholastic work at the Junior College of Broward County, obligates himself to obey rules and regulations which the institution formulates. The college reserves the right to discipline or dismiss any student whose conduct is considered unbecoming or detrimental to the college or the community.

Decisions to dismiss a student will be reviewed by the President of the College. The decision of the President of the College is final.

Possession or Use of Any Kind of Alcoholic Beverage is prohibited on campus or at officially sponsored off-campus functions. Failure to abide by this regulation will result in immediate dismissal from the college.

Dress. The college conceives that it is intended to structure an adademic environment not a resort atmosphere. Students are expected to abide by conservative standards in dress and personal appearance. Shorts or zorries are specifically prohibited on campus or at college sponsored functions except in physical education classes, or other clearly defined exceptions to this general regulation.

Young men are expected to wear belts if their trousers incorporate same. Young men are expected to wear shirt-tails inside the trousers unless the shirt is specifically designed to be worn outside the trouser. Beards, bizarre moustaches, or unconventional hair styles are not acceptable.

Eating is to be confined to the student center or other designated campus areas. Students can help improve the general appearance of the campus by attention to disposal of waste materials.

Gambling of any type is specifically prohibited on campus or at officially sponsored off-campus functions. Violation of this regulation will result in immediate dismissal from the college.

Language frequently reveals a student's background. Vulgar or profane language will not be tolerated. Students are encouraged to develop effective oral and written communication as a means of self-enhancement.

Law Enforcement on campus is a responsibility of the Airport Police. Students are expected to give these men the same courtesy and attention they would other law enforcement officers. Students who get into any difficulty with campus or community law enforcement officers are subject to immediate disciplinary action. (See the introductory statement to this section of the Handbook.)

Motor Vehicles. Campus parking facilities are limited. Reserved parking areas for staff and visitors have been established. Special areas have been designted for student parking. Observe the parking signs. Violation of parking regulations may result in a student's parking permit being revoked. Students must register their automobiles with the business office.

Smoking is not permitted in classrooms while class is in session. Safety precautions dictate that smoking be confined to certain specified areas of the campus. Here too, students can help campus appearance by attention to disposal of cigarettes, cigars, etc.

Social Affairs are provided periodically for interested students. Some affairs are restricted to certain campus groups while others are open to the student body as a whole. An attempt is made to provide a varied program of social activities in line with expressed student interests. Students are encouraged to participate in a reasonable number of social activities as a means of improving their socialization which is an important part of college life.

Student Center Conduct is subject to all general rules and regulations of the college. The management of the student center is directly responsible for supervising student life in the student center. If necessary, he has the privilege of disciplining the student or referring the matter to the Dean of Student Personnel Services for whatever action seems appropriate.

STUDENT PERSONNEL SERVICES

One of the major reasons for the existence of the Community or Junior College is its close attention to the needs and aspirations of individual students. This emphasis characterizes the instructional program and is frequently implemented by a variety of student personnel services.

The student personnel services of the Junior College of Broward County aim to help the student: 1. Become progressively more independent in the management of his life and affairs; 2. Make a satisfactory and satisfying adjustment to college life; 3. Work through a choice of life work, a life partner, and a way of life which are satisfactory and satisfying to the student and the society of which he is an integral part. These general aims are accomplished in some measure through the activities outlined in the paragraphs which follow:

Educational, Vocational and Personal Guidance is available to any student upon request. *Educational-Vocational Guidance* is provided through the faculty advisory system and the regular instructional program. These services are supplemented by the staff in the office of the Dean of Student Personnel Services. This office has skilled educational-vocational counselors available to help the student explore himself and the world of work. Tests of interest, intelligence, aptitude, and personality are available where such will contribute to the student's purposeful planning. *Personal guidance* is available through the faculty adviser, the Dean of Women, the Dean of Students, and certain personnel within the psychology department.

Faculty Advisement. Every student is assigned a faculty adviser in keeping with his declared educational-vocational interests or objective. This assignment continues throughout the student's period of study at the college unless the student changes his vocational objective or either person requests a change of assignment.

The faculty adviser is primarily responsible for helping the student work out a program of study in view of the student's abilities, interests, and declared vocational objective.

Financial Assistance. The college attempts to offer students a quality education at a minimum cost. It attempts to help worthy students who experience extreme difficulty financing a college education. However, it cannot assume the responsibility for financing a student's education. Every student should give attention to the cost of attending college and if possible should have sufficient funds on hand to cover his first semester's obligations at time of enrollment.

Several individuals and organizations within the geographic area served by the college have provided scholarship awards and loans to aid worthy students who need financial assistance. Funds available for this purpose should increase as the college grows in size and influence.

The college has been approved for scholarships provided by the Florida State Legislature to encourage students preparing for careers in teaching. These scholarships, valued at $400.00 per year, are granted to students on a competitive basis. The promise of one year of teaching in the public schools of Florida for each year the scholarship is granted is required. Additional information regarding these scholarships can be obtained from the Superintendent of Public Instruction in the student's county of residence.

The college cooperates with the Division of Vocational Rehabilitation of the State Department of Education in providing financial and other assistance for students with physical handicaps.

A limited number of students will be employed on a part-time basis on the college campus. Information regarding scholarships is available through the office of the Dean of Student Personnel Services. Information regarding loan funds or on-campus student employment is available through the Director of Special Services.

Job Placement Services are intended to serve two groups—those needing employment to continue their college study and those terminating their formal educational program at the college.

The college will not guarantee employment for any student. It is unlikely that it will be able to provide sufficient employment services for all students. Students are encouraged to use their initiative and resources in locating employment and financing their education. Information regarding part or full-time off-campus employment is available through the office of the Dean of Student Personnel Services.

Occupational Information is available through the office of the Dean of Student Personnel Services. This office attempts to maintain a working library of good, current information regarding the world of work.

Orientation is intended to acquaint the student with: campus facilities and services, college rules and regulations, and to assist him in making an adequate adjustment to college life. Though the content of the orientation program will vary from time to time, depending upon demonstrated needs, it will typically consider such topics as: "Planning Study and Recreation," "Note-taking," "Textbook Study," "Use of the Library,' and "Examination Skills."

Participation in the orientation program is required of all full-time students during their first semester of residence.

Testing Services are available to students of the college when such services will make a contribution to the students educational, vocational, or personal adjustment. Information regarding testing services is available through the office of the Dean of Student Personnel Services.

Developmental Reading Services are available for a

limited number of students. This program enables students to improve reading comprehension, speed, and vocabulary.

STUDY SKILLS

The grades a student accumulate are an interaction of at least five factors, namely:

1. His basic intelligence;
2. His academic background;
3. His motivation;
4. His freedom from pressing personal problems; and,
5. His study skills.

Constructive change can be effected in most of these areas. Study skills are particularly important for the college student. Long hours of study and hard study do not necessarily insure successful study. While it is true that what will work well for one student will not work equally well for another student some general principles for effective study have been clarified over the years as a result of considerable experimentation. If the student needs assistance in this area he is encouraged to consult his instructor(s), his faculty adviser, and/or the Dean of Student Personnel Services.

VETERANS' INFORMATION

The college is certified for the training of veterans. Any veteran who expects to enroll under the provisions of any of the federal laws must be sure that he has cleared the necessary details with the Veterans' Administration and has obtained the required documents from them. Veterans are urged to contact the appropriate Veterans Administration office well in advance of the regular registration period so that necessary decisions may be made before registration.

Any veteran enrolling under Public Law 550 assumes responsibility for all fees out of the monies paid him by the Veterans' Administration.

Veterans must fill out a special form, available in the office of the Dean of Student Personnel Services, and required by the Veterans' Administration at the end of each calendar month of attendance, in order to receive monthly payments from the Veterans' Administration.

Training time under Public Law 550 is computed by the Veterans' Administration as follows:

12 or more semester hours.....full time student
10 to 11 semester hours.....¾ time student
7 to 9 semester hours.....½ time student
1 to 6 semester hours, less than ½ time student

The veteran who is absent three consecutive school days without notifying the Dean of Students will have his training interrupted and will have to file a certificate of re-entrance subject to the rules and regulations of the Veterans' Administration obtaining at time of application for re-entrance.

VOCATIONAL CHOICE

Vocational choice represents one of the most important and far-reaching decisions a young person will make during his early adulthood. Much of his happiness and success in later life may well depend upon the adequacy of their choice. Though young people are urged to give serious consideration to this matter, this does not mean that the student must know what specific vocation he will enter at the time he enrolls in college. Many young people are not certain concerning their vocational choice at the time that they enter college. Many others make transitions in their vocational choice as they come to understand themselves better and have opportunity to explore the world of knowledge and work. Students who are not certain regarding their vocational choice should enroll for the "'General Education" program. This program is designed to help the student explore the world of knowledge. It is relatively easy for a student to make a transition from this program to more specialized programs at a later date. Vocational advisement is available through the Dean of Student Personnel Services' office.

STUDENT ACTIVITIES BOARD

1. Introduction

1. *Purposes.*
   The purpose of the Student Activities Board shall be:
   a. To coordinate and assist campus student activities in keeping with best interests of the students and the college.
   b. To make regulations to encourage wholesome group activity and discourage conduct which would be incompatible with the total education and well being of the students.
   c. To enforce regulations made by the Student Activities Board and approved by the Director of Student Activities and the President of the College.
   d. To refer problems it deems advisable to the appropriate place: (Social Deans, Student Government etc.)
2. *Personnel.*
   The Board membership shall be composed of the Director of Student Activities, three faculty members appointed by the President of the college, and three students selected by the President of the Student Government and approved by the Senate and the board. The Board shall meet bimonthly.
   The Chairman shall be the Director of Student Activities. The Director of Student Activities and the Dean of Personnel Services shall be prepared to give the Board details of each problem as it applies to the students and to the College.
3. *Authority.*
   The Student Activities Board shall be responsible only to the President of the College.

4. *Scope.*
The Student Activities Board shall be responsible for the coordination and regulations of:
a. Approved student organizations such as clubs, organizations, interest and recognition groups.
b. Student social events—dances, parties, entertainments.
c. Other student activities—bake sales, contents, benefits, solicitations, donations, skits.
d. Screening requests for new organizations for consideration.
e. Recommends budget to the President of the College concerning Student Activity fees.

This Board does not supervise athletics, department activities, publications or dramatics. The Board does require, however, that those groups in addition to clubs, organizations, and all other student groups holding social functions, programs, etc., must file petitions for such functions and secure advance approval for them. Each such organization will be held responsible for the conduct of its members and guests.

5. *Disciplinary Cases.*
The Student Activities Board shall be responsible for the enforcement of regulations as they apply to organized groups.
Deans shall be responsible for:
a. The disciplining of individual students.
b. The enforcement of college regulations.

II. Student Organizations

1. *Standards.*
Standards which have been established for recognized student organizations of the Junior College of Broward County are as follows:
a. To have one or more advisors who are members of the college faculty.
b. To submit to the Student Activities Board by October 15 and February 15 of each year, a report consisting of:
1. A complete list of eligible officers and members.
2. A general statement of purpose.
3. The signature of acceptance of the advisor. This report must be approved by the group advisor.
c. To submit to the Student Activities Board by May 15 of each year, a report consisting of:
*1. Financial records kept in the form prescribed by the Student Activities Board.
2. Names of officers for the coming year.
*3. A resume of the major activities of the group for the past year.
d. To limit membership to students, faculty and staff of the Junior College of Broward County.
e. To limit the activities of the group, and in-so-far as possible those of its individual members, to conduct which is within the limits of city, county,

*Includes departments participating within Student Activities Budget.

state and federal college regulations.

f. To recognize the president of the group as the administrative head and spokesman. He signs petitions for social events for his groups and agrees to the following regulations:
   1. To clear the date for the event on the social calendar.
   2. To submit a petition to the Student Activities Board at least two weeks prior to the event. No late petitions will be issued after 5 school days before the event is to take place.
   3. To close informal and formal Friday and Saturday parties at 1:00 a.m. (Any such event on week nights must close at 10:30 p.m.)
   4. To enforce regulations concerning gambling, possession or use of intoxicants.
   5. To assume responsibility for the conduct of the party.

g. Failure to meet these prescribed standards or for the infraction of any regulation of the Student Activities Board may be penalized by:
   1. Denial of use of college facilities.
   2. Denial of recognition of the group as an organization.
   3. Forfeiture of right to representation in other college organizations, Student Government, Intramurals, etc.
   4. Forfeiture of right to representation in Student Handbook, or other publications.
   5. Denial of privilege of some or all social activities for a definite period.
   6. Forfeiture of right to function as a group . . . including forfeiture of charter. This penalty must be approved by the Student Activities Board and the President of the College.

2. *Recognition of New Groups.*
A Petition for recognition for a new group must include a list of officers and chapter members, a statement of purpose, two copies of the constitution, and an acceptance by the faculty advisor. The faculty advisor and a student officer must appear before the Student Activities Board when a petition is presented to that Board. After consideration and investigation the Board will make a recommendation to the President of the College.

III. Social Events

1. *Definition.*
A social function is defined as any dance, party, activity or entertainment sponsored by a College approved student group at which both men and women are present.

2. *Approval of Social Functions.*
Social functions are scheduled on the social calendar by the Director of Student Activities. The following procedure has been established:

a. Clear the date on the social calendar. The calendar for the following school year will be com-

pleted prior to August 1st. Dates entered on the calendar may be cancelled, but not otherwise changed except for the following reasons:

1. Conflict with other campus activities.
2. Inability to contract for location of social event or to obtain orchestra.

b. A petition to change the date of a social event on the social calendar must be made in writing to the Student Activities Board one month prior to the date of the social event. This petition must be accompanied by comprehensive and detailed reasons for making such a change. Petitions presented without such information will not be considered.

c. The Student Activities Board will distribute forms on which the organizations will request dates. Permission to hold social events NOT LISTED ON THE SOCIAL CALENDAR will be given, provided that:

1. Petition is submitted in accordance with regulations.
2. Social event does not conflict with any listed event.
3. Social event is not one of the regularly scheduled social events of the petitioning organization for which listing on the social calendar is required.

d. No social event may be scheduled the week preceeding semester examinations.

e. Traditional functions, when established, will have priority.

f. File a petition in the office of the Director of Student Activities at least 14 days prior to function. An organization will be allowed one "late" petition per year. A warning will accompany the first offense. The second petition will be denied.

g. The petition carries the date, location and hours of the function, budget, the agreement and signature of the President of the Organization, the Social Chairman and two Faculty Chaperones.

h. One formal and two informals per semester are allowed each organization. Each chaperone must file promptly a written report of the function with the Student Activities Board.

3. *Planning Social Events.*

a. Hours—Social functions must close at 10:30 Monday through Thursday nights and 1:00 a.m. for formals or informals on Friday, Saturday or night preceding holidays. No social functions may be scheduled on the weekend preceding examinations. The Student Activities Board reserves the right to restrict or extend closing hours as it deems necessary.

b. Location.—The Board encourages student organizations to use the Student Center for social functions. It is acceptable, however, to hold any social event in any approved place in Fort Lauderdale or vicinity. The Student Activities Board may

disapprove a location because of distance, inadequate facilities, fire hazard, use of club room by members while rented to college groups, etc.

c. Budget.—Each petition requires a budget.

d. Conduct.—

1. Each organization, including its faculty advsior, shall assume responsibility for the conduct of members and guests as follows:
   (a) Each member of a group may invite one guest only after he has been approved by the executive committee of the group. The written invitation to be presented at the door for admission must include the names of the guest and his host. No one shall be admitted without an authorized invitation.
   (b) Each group shall send to the invited guests a clear statement concerning the proper conduct and attire which they propose to enforce.
   (c) Each group shall be responsible for admitting only those persons who are appropriately dressed for a public social event. Scanty covering, underclothes, and sleeping apparel are inappropriate as costumes.
   (d) Each group shall refrain from using those decorations, signs, and favors which are described by the term "bad taste."
2. An unauthorized auxiliary social function shall not be held previous to, concurrently with, or following dances or social functions by any student or student group.
3. Any individual student or student group who sponsors, participates in, or in any way is connected with such events will be subject to disciplinary action.
4. Neither intoxicants, including beer, nor gambling will be permitted in campus buildings or on the premises. Possession or serving of intoxicants, including beer, and gambling are forbidden at all social functions. Any function sponsored by or held in the name of a recognized student organization must abide by all regulations stated herein whether that function be held on or off campus.
5. In accordance with state laws, the use of physical punishment of all types for initiation and hazing is prohibited. Responsibility for infractions of this rule lies on the individual and the group alike.
6. The College Administration expects students to conduct themselves as ladies and gentlemen, to dress and to conduct social events in good taste, and reserves the right at any time to dismiss students whose conduct is deemed undesirable.

IV. Other Student Activities

Regulated by the Student Activities Board

1. Solicitations, donations and other contributions of money, merchandise or service for any student and/or student group is absolutely forbidden until a written explanation of the plan has been submitted to and approved by the President of the College and by the Student Activities Board.
2. Lotteries and raffles are prohibited by law.
3. The selling of articles on the College Campus is regulated by the Broward County Board of Public Instruction as follows:
   a. No more than two permissions for campus selling or solicitation will be granted any organization during one academic year. Campus selling or solicitation refers to the direct approach to one or more individuals with the ideas of selling merchandise services, tickets, or asking for donations.
   b. Permission for off-campus selling or solicitation may be granted up to a maximum of two permits during one academic year. Petitions for any activity for which there is a charged fee may be obtained in the Director of Student Activities office. Such petitions must be approved by the Student Government, the Student Activities Board, and the College President. Notice of approval or denial of such a petition will be forwarded to the organization.
   c. Informal dance permits at the Student Center will be regulated by the Student Government with the final approval by the Student Activities Board.
4. Before presenting a beauty contest, skits, or any presentation on the campus by any students, other than departmental activities, the script and the program must be approved by the Student Actviities Board. Those participating, and representing a department must have head of the department approval.

JUNIOR COLLEGE OF BROWARD COUNTY STUDENT GOVERNMENT ASSOCIATION CONSTITUTION

Preamble

We, the students of the Junior College of Broward County, in order to facilitate a fruitful and effective self-government and to create an active interest in this self-government for the purpose of promoting and maintaining the general welfare of the student body, and to establish harmonious administrative relations, do hereby ordain and establish this Constitution for the Junior College of Broward County.

The powers in this Constitution are granted by the Faculty and the Administration of the Junior College of Broward County to the Student Government Association.

ARTICLE I: *Name and Membership.*

The name of this organization shall be the Student Government Association of the Junior College of Broward County. This organization shall consist of all full-time college students (12 semester hours of college work) of the Junior College of Broward County.

ARTICLE II: *Purpose.*

Ours is an educational institution of the highest level; one that strives to enrich the student in all phases of learning. The purpose of the Student Government Association shall be to represent the general feelings and wishes of the student body in an orderly manner, to the best of its ability.

ARTICLE III: *Executive Officers.*

Section I.

The Executive Officers of this Association shall be the President, Vice-President, Secretary and Treasurer.

Section II.

Any Executive Officer of the Student Government Association must be a full-time (12 semester hours of college work) student of the Junior College of Broward County, and he must not be on Disciplinary or Academic Probation. In order to be eligible for an Executive Office the candidate must have completed at least 28 semester hours of college work prior to the semester in which he would serve. Moreover, said candidate must have maintained an overall 2.0 grade average during his college career prior to serving on the Student Government. A student officer who fails to maintain the 2.0 grade average after being elected is disqualified and his office is considered vacant at the termination of the semester in which he is serving. Such a vacancy may be filled by the appointment of the President of the Association and ratified by a vote of 2/3 of the membership of the Senate. If in any case the President should be disqualified, the Vice-President would assume the position of President and the office of Vice-President would remain vacant. If both the President and Vice-President should be disquali-

fied from their offices, there will be a general election for these offices.

Section III.

No Executive Officer shall succeed himself in office.

Section IV.

The President shall call meetings of the Senate and preside over these meetings. The President shall appoint the student members of the Student Activities Board. He shall appoint all committees and be an ex-officio member of such committees. All Presidential appointments must be ratified by a 2/3 vote of the membership of the Senate.

The Vice-President shall fill the office of the President and assume the duties and powers of the President in the event of the President's absence or in the event of Presidential disqualification. The Vice-President shall serve as Chairman of the Interclub Council.

The Secretary shall keep all records of the Association in a permanent form to be kept for reference. The Secretary shall have charge of all correspondence of the Association. She shall post the minutes of the Student Government meetings two days after the said meetings and also present a copy of the minutes to the Dean of Student Activities at such time.

The Treasurer shall maintain accurate records of all financial transactions of the Association and shall make a regular financial report at each meeting of the Association. The Treasurer shall disburse the Student Government Budget not in excess of the appropriations specified therein. Disbursements are to be signed by the President of the Student Government and formally approved by the Dean of Student Activities.

ARTICLE IV: *The Student Senate.*

Section I.

The Student Senate shall consist of the four Executive Officers from each the Freshman and Sophomore classes plus one representative for each class for every 100 students in the class exceeding 300 full-time students. The Senate will also have one Faculty Advisor appointed by the President of the College.

Section II.

All members and candidates for the Student Senate must meet the same scholastic requirements of the Executive Officers. Article III, Section II.

Section III.

The Senate shall meet at least twice monthly. The Senate shall have the power to veto any student group requests for funds and shall submit reasonable objections to such group. The Senate must confirm all Presidential appointments by a 2/3 majority of its total membership and may override the Presidential veto by a 2/3 majority of its membership. The Senate shall approve the Student Government Budget and also approve any change therein.

The Senate may make recommendations to the Faculty or Administration on behalf of the Student Body. The Senate shall hear and consider any petition of the student body that has been signed by fifty (50) full-time students of the Junior College of Broward County. The Senate shall have the power to enact by-laws to this Constitution by a majority vote of 2/3 of its membership.

The Senate may impeach any officer for willful neglect of his duties as prescribed by this Constitution by a 3/4 majority vote of its membership. Any member of the Student Government Association may initiate impeachment proceedings on the floor of the Senate. Any member of the Senate who misses three consecutive meetings or misses any three (3) meetings without presenting a logical excuse in advance, or in the case of illness, notified the college on such day, will be considered dropped from the Senate. The Senate shall have the power to make any rules found necessary to execute its powers.

ARTICLE V: *Elections.*

Section I.

The Election of the Executive Officers of the Association and the Sophomore Class Election shall be held during the first full week in May prior to the year in which said officers will serve.

The election of the Freshman Class Officers and Senators will be held at a convenient time during the month of September or not later than the first two weeks in October during the year that they will serve.

Section II.

The Election Commission shall be elected by the Student Senate, and shall consist of a Coordinator and a Steering Committee composed of not more than four nor less than two members. This Commission shall be formed four weeks prior to the election date.

The duties of the Election Commission shall be:

1. Setting up of all necessary equipment in and around the polls; supervise the marking of polling places; secure all necessary supplies for use at the polls.
2. Determine the eligibility of all candidates; arrange for the printing of all ballots or arrangement of names on voting machines.
3. Recruit all necessary student and faculty personnel to be on duty at the polls; prepare instruction sheets for the poll workers and distribute these to them; be on hand as much as possible on election days to assure that a sufficient number of poll workers is on hand at all times.
4. Arrange for the publishing and distributing of the Election Rules; arrange any necessary meeting with the candidates for rules orientation purposes; take the necessary measures, subject to the approval of the Director of Student Activities, to insure adherence to the rules; check on delays in taking down posters; determine violators of the rules and report

them to the Director of Student Activities for action.

5. Handle all General Election publicity which concerns the elections, this entailing pre-election data, etc., up through the results.
6. Type all Commission reports; take minutes of all Commission meetings; handle all Commission correspondence.
7. Counting all votes with the Director of Student Activities present and seeing that the results are presented accurately.

Section III.

The General Rules for elections shall be:

1. Each candidate must meet the required qualifications enumerated in the qualification for his office.
2. Each candidate is required to submit an account of his campaign expenses (not to exceed $25.00) to the Director of Student Activities complete with receipts by 4:00 p.m. the day of the election.
3. There shall be no campaigning or electioneering, or posters within thirty (30) feet of the voting place.
4. There shall be allowed no tape recorders, phonographs, radios or sound amplification devices of any sort on campus on the day of election, being used to campaign for an individual or individuals.
5. There shall be no defacing of state property such as: pasting, marking with paint or chalk, tacking or nailing of campaign materials on trees or buildings.
6. The posting of campaign material shall not be permitted inside campus buildings except the Student Center. This does not apply to the use of Bulletin Boards, or places specified for posters.
7. Any malicious destruction of posted posters is unlawful.
8. Each candidate will be held responsible for complete disposal of all campaign materials bearing his or her name by 8:00 a.m. the morning following the election.
9. Students will not be permitted to loiter in or about the polls.
10. Campaign posters shall not exceed six feet in length and three feet in width unless approved by the Election Commission and the Dean of Student Activities.
11. No campaign literature may be sent in the mail.
12. No student will be permitted to vote until his Student ID card has been checked by a poll worker; his name has been checked off a new list of eligible voters that has not been previously marked; his ballot has been signed, not initialed, by a faculty poll worker (not used if election is to be conducted on voting machines.)

13. It shall be the responsibility of the persons working at the polls to contest any vote at the time it is cast. Any irregularities should be reported to the Faculty Advisor at the time of occurrence.

14. There shall be a required meeting of all the candidates or a person to represent each candidate with the Election Commission and the Dean of Student Activities prior to each election.

15. The filing fees for the candidates of all elections shall be:
    President of the Student Body.....$3.00
    Vice-President of the Student Body.....$2.00
    Class President $2.00
    Senators and other class officers.....$2.00

16. Elections are to be held from the hour of 8:00 a.m. until 4:00 p.m. on election day.

17. Election results complete with the number of votes each candidate received shall be announced as soon as the votes have been counted.

ARTICLE VI: *Amendments*

Section I.

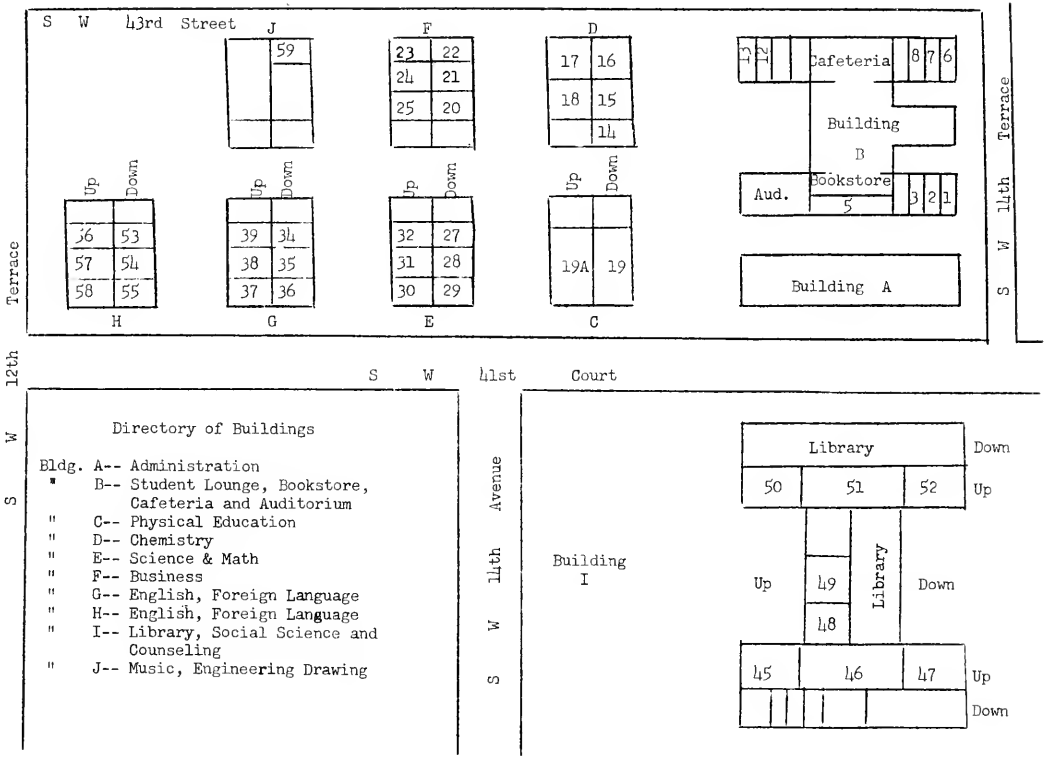
Amendments to this Constitution may be proposed by a petition bearing the signature of at least 60 full-time students of the Junior College of Broward County, or by a 3/4 majority vote of the membership of the Senate. All amendments may be ratified by an election in which a majority of the student body must cast their votes in favor of the amendment. The Student Activities Board must also approve all amendments to this Constitution before they are considered enacted.

ARTICLE VII: *Enactment of the Constitution.*

The effect of this Constitution shall begin when a majority of the student body cast affirmative votes for the Constitution. Each member of the Student Body shall receive a copy of this Constitution for examination prior to the referendum. The Student Activities Board must also approve the Constitution before it can be considered in effect.

JUNIOR COLLEGE OF BROWARD COUNTY
ACTIVITY AND SERVICE POINTS

FRESHMAN	10
SOPHOMORES	12
STUDENT GOVERNMENT	
President of Student Body	10
Vice-President of Student Body	7
Secretary	7
Treasurer	7
Chairman of Election Commission	4
Members of Election Commission	3
Chairman of other Committees	3
Members of Student Government	3
PUBLICATIONS	
Editor of Silver Sands	9
Co-Editor	6
Staff	4
Editor of Venetian Crier	9
Co-Editor	6
Staff	5
CLASS OFFICERS	
President of Soph. Class	7
Vice-President	4
Secretary	4
Treasurer	4
Other Officers or Committee Chairman	3
President of Freshman Class	5
Vice-President	3
Secretary	3
Treasurer	3
Other Officers or Chairman	2
CLUBS and ORGANIZATIONS	
President of Service Clubs	5
Other Officers of Service Club	3
President of other clubs	2
Committee Chairman (Permanent)	2
Membership in a club	1


S W 43rd Street
J
59
F
23 22
24 21
25 20
D
17 16
18 15
14
12
12
Cafeteria
8 7 6
Building B
Bookstore
Aud.
5
3 2 1
Building A
Terrace
S W 44th Terrace
Up Down
36 53
57 54
58 55
H
39 34
38 35
37 36
G
32 27
31 28
30 29
E
19A 19
C
S W 42nd Court
S W 41st Avenue
Directory of Buildings
Bldg. A-- Administration
" B-- Student Lounge, Bookstore, Cafeteria and Auditorium
" C-- Physical Education
" D-- Chemistry
" E-- Science & Math
" F-- Business
" G-- English, Foreign Language
" H-- English, Foreign Language
" I-- Library, Social Science and Counseling
" J-- Music, Engineering Drawing
Building I
Library
Down
50 51 52
Up
Up
49
48
Library
Down
45 46 47
Up
Down

DRESS FOR SPECIAL EVENTS

WOMEN

EVENT	DRESS
TEAS and SEMI-FORMALS	After Five Dress Heels, Gloves
FORMALS	Long or Short Formals Gloves
PLAYS and CONCERTS	Dress or Suit Heels, Gloves
CLASSES and GAMES	Dress Blouse and Skirt Flats
INFORMALS	Bermuda Shorts, Shirt, Flats

MEN

EVENT	DRESS
TEAS	White Shirt, Tie Suit
FORMALS	Dinner Jacket, Tux, Dark Suit, White Shirt and Tie
PLAYS and CONCERTS	White Shirt, Tie, Suit
CLASSES	Slacks, Sport Shirts
INFORMALS	Bermuda Shorts, Sport Shirt

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